

# Fact Sheet Lugano Campus

## 2019/2020



Arianna Imberti Dosi  
Ilaria Juon  
Maurizia Ruinelli  
Università della Svizzera italiana  
International Relations and Study Abroad Service  
Via Buffi 13  
office 202  
CH-6900 Lugano  
Phone +41 58 666 4626  
E-mail: relint@usi.ch

**Erasmus code**  
CHLUGAN001

### **International Relations and Study Abroad website**

All relevant information for incoming students, including application instruction is available on the International Relations Service website:  
[www.usi.ch/en/academic-mobility-usi-incoming-students](http://www.usi.ch/en/academic-mobility-usi-incoming-students)

### **Fall semester deadlines**

Deadline for nomination (by e-mail): 1 May  
Deadline for online registration: 15 May at the latest

### **Spring semester deadlines**

Deadline for nomination (by e-mail): 15 October  
Deadline for online registration: 1 November at the latest

### **Academic calendar**

[www.desk.usi.ch/en/usi-academic-calendar](http://www.desk.usi.ch/en/usi-academic-calendar)

### **Fall semester**

16 September – 20 December 2019  
Exam session: 7–31 January 2020

### **Spring semester**

17 February – 31 May 2020  
Exam session: 2–27 June 2020

### **Supplementary session**

1–12 September 2020

### **Mid-Term Exam Session**

Faculties of Communication Sciences and Economics: In the Master's programmes, in addition to the winter and summer examination sessions, there are normally two mid-term examination sessions. The decision on whether to hold a mid-term session is taken from one semester to another and is communicated to students by e-mail with the dates and time limits.

### Switzerland and Canton Ticino

Despite its small population (8 million people), Switzerland has four national languages (German, French, Italian and Romansh). The part of the Swiss Confederation which lies entirely south of the Alps is known as "Italian" Switzerland. It comprises Canton Ticino and Grigioni italiano. Italian is the official language for this region.

### Language of instruction

Bachelor courses at the Faculties of Communication Sciences and Economics are mainly taught in Italian. For non-native Italian speakers it is required to have a good knowledge of the Italian language (at least a B2 of the Common European Framework of Reference for Languages).

Master courses at the Faculties of Communication Sciences and Economics are mainly taught in English, with few courses offered in Italian. For non-native English speakers it is highly recommended to have a good knowledge of the English language (B2 is required).

Bachelor and Master courses at the Faculty of Informatics are entirely taught in English. For non-native English speakers it is highly recommended to have a good knowledge of the English language.

### Study programmes

Bachelor Programmes:

- Bachelor in Communication Sciences entirely held in Italian;
- Bachelor in Economics almost entirely held in Italian;
- Bachelor in Informatics entirely held in English.

Master's Programmes:

All Master Programmes offered at USI are held in English, with the exception of the "Master in Lingua, letteratura e civiltà italiana" and "Master in Economia e politiche internazionali" which are held in Italian, and "Master in Public Management and Policy" which is bilingual Italian/English.

- Masters of Science in Communication: "Media Management", "Communication, Management & Health" and "Cognitive Psychology in Health Communication", "Philosophy", "Lingua, letteratura e civiltà italiana", "Digital Fashion Communication"
- Masters of Science in Economics: "Finance", "Economia e politiche internazionali", "Management", "Economics"
- Joint Masters in Communication and Economics: "International Tourism", "Financial Communication", "Corporate Communication", "Marketing and Transformative Economy", "Public Management and Policy"
- Masters of Science in Informatics: "Informatics", "Computational Science", "Artificial Intelligence", "Software and Data Engineering"
- Joint Masters in Informatics and Economics: "Management and Informatics", "Financial Technology and Computing"

More information:

[www.master.usi.ch](http://www.master.usi.ch)

### Course lists and descriptions

- Faculty of Communication Sciences: <https://search.usi.ch/en/faculties/2/facolta-di-scienze-della-comunicazione/courses>
- Faculty of Economics: <https://search.usi.ch/en/faculties/1/faculty-of-economics/courses>
- Faculty of Informatics: <https://search.usi.ch/en/faculties/3/faculty-of-informatics/courses>

### Study outline

Guest/exchange students are free to attend a variety of classes, both at undergraduate and graduate levels. Although they are enrolled in a faculty they are entitled to attend classes and sit examinations in the other faculties too.

But overlapping of classes and of final exams is highly possible in case the student chooses courses offered by different faculties and/or at different levels. Exams can be taken only on the official dates. No special session for exams will be organized and it is not possible to ask for rescheduling or extra-muros exams.

Therefore we strongly advise not to choose courses offered by different programmes, faculties and/or at different levels.

### Approval of the study plan

The study plan must be approved by the relevant Faculty or Department of the home institution. All students have to make sure that any examination papers taken during the exchange term will be accepted as fulfilling the requirements of the original degree programme.

### Class schedules

Class schedules or timetables are usually available few weeks prior to the beginning of classes.

- Bachelor: [www.desk.usi.ch/en/orario-dei-corsi-bachelor](http://www.desk.usi.ch/en/orario-dei-corsi-bachelor)
- Master: [www.desk.usi.ch/en/course-schedules-master](http://www.desk.usi.ch/en/course-schedules-master)

### Prerequisites and limited access to courses

- For courses held in the Masters in "Corporate Communication", "Marketing and Transformative Economy" and "Management", please refer to the courses description to verify if prerequisites are needed and/or if there is a limited number of participants. It is required to contact Chiara Kruesi ([chiara.kruesi@usi.ch](mailto:chiara.kruesi@usi.ch)).
- Students interested in taking courses in the "Master in International Tourism" must bear in mind that they are welcome to take this Master's courses with the condition that the timetable allows them to attend all lectures (no access to the Tourism Consultancy Project and Study Tour).

- Undergraduate students who wish to attend graduate courses must contact the International Relations Service staff, in order to check if the attendance is possible (due to limited places) and entry requirements are met.

### Italian language courses

USI offers intensive and semestral Italian language courses before or during the Fall and Spring semester. All non-Italian speaking students, researchers and professors are invited to participate free of charge.

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[www.italiancourse.usi.ch](http://www.italiancourse.usi.ch)

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### Tuition fees

Tuition fees are waived at USI Università della Svizzera italiana where a reciprocal exchange agreement has been signed, and students are formally nominated by their home university.

### SEMP scholarship

Switzerland will not participate as a program country in Erasmus+ for the academic year 2019/2020. As a consequence, Switzerland will pay the scholarships for students doing an exchange at a Swiss university. Grants are awarded to individual students if all the necessary conditions are met. Students will be informed about the procedure for obtaining the grant once arrived in Lugano. The precise monthly amount of the grant will be announced in due time, but it is likely to be similar to the one paid in the framework of the Erasmus+ programme. The grant is paid independently of the number of ECTS earned.

### Registration procedure

Nominated students will need to register online:

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<https://exchangeprogrammes.lu.usi.ch/selection.aspx>

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The login and the password will be sent to the student after the nomination. Students will be asked to upload a passport picture as part of the online registration process, so we suggest to prepare an electronic version of it in advance (allowed files: .jpg, .jpeg, .gif, .png; size < 0.5MB). Please note that only passport-style pictures can be accepted, taken in full face view directly facing the camera.

To finalize the application applicants are required to send the following documents to the International Relations Service by May 15th (Fall Semester / Whole academic year) or by November 1st (Spring Semester):

1. The printed Form signed and stamped, automatically generated after the online registration;
2. Most recent Transcript of records;
3. Copy of Language Certificate and signature from the home university that guarantees that the students is sufficiently competent in the English language and/or in the Italian language to study at Università della Svizzera italiana (for students interested in courses held in English and/or in Italian);
4. A photocopy of the ID or of the relevant pages of the passport;
5. A photocopy of the Health Insurance card.

We only accept original documents approved and signed by the home representatives and sent by ordinary mail. Students will receive a written confirmation (together with other relevant information) as soon as their personal data has been processed.

### Reports of former exchange students

Students are invited to read the experience reports written by former exchange students. These reports give precious information on courses, as well as on cultural and social aspects of USI, on the residence and on Lugano. The reports can only be accessed with the USI login and password, that will be sent to exchange students after having successfully completed the online application.

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[www.usi.ch/en/end-study-reports](http://www.usi.ch/en/end-study-reports)

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### Welcome meeting

Exchange students will be invited to an orientation meeting where they will receive a welcome package containing their personal USI badge and account, the necessary documents for registration at Migration Office and Punto Città, information about the health insurance as well as general information about Lugano and USI. We strongly recommend to be present on that day. Detailed information will be sent after the application deadline.

### Course registration

Courses held in the Masters in "Management", "Marketing and Transformative Economy" and "Corporate Communication" require advanced registration; students have to contact Chiara Kruesi via e-mail ([chiara.kruesi@usi.ch](mailto:chiara.kruesi@usi.ch)) at least two weeks before the semester starts.

Students must register in the course platform iCorsi 3, once arrived at USI, the platform enables students to download or consult teaching materials and take examinations on line using the Safe Exam Browser programme. Access to the platform is via the personal NetID.

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[www.icorsi.ch](http://www.icorsi.ch)

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Exchange students must register once arrived at USI in the mailing list in order to receive all relevant communications (deadline: 1st October for Fall Semester and 1st March for Spring Semester).

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<http://applicationcourses.lu.usi.ch>

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### Exam registration

Exam schedules are usually available one month after the beginning of classes.

- Faculty of Communication Sciences  
[www.desk.usi.ch/en/examinations-com-calendar-schedule-and-exam-lists](http://www.desk.usi.ch/en/examinations-com-calendar-schedule-and-exam-lists)
- Faculty of Economics  
[www.desk.usi.ch/en/examinations-eco-calendar-and-schedule](http://www.desk.usi.ch/en/examinations-eco-calendar-and-schedule)
- Faculty of Informatics  
[www.desk.usi.ch/en/examinations-inf-calendar-schedule-and-exam-lists](http://www.desk.usi.ch/en/examinations-inf-calendar-schedule-and-exam-lists)





It is not possible to ask for rescheduling in case of overlapping and no special session for exams will be organized.

#### **Transcript of records & credit transfer**

Examination results are released approximately 6 weeks after the end of the exams. An official transcript will be sent to the student's personal address and to the home university's exchange office by ordinary mail. The credits transfer is under the responsibility of the home institution.

#### **Living in Switzerland**

Students from Non-EU/EFTA country bound by a Visa requirement must request a Visa to the Swiss Embassy or Consulate in their home country before entering Switzerland. Within 14 days of the arrival in Switzerland students from EU/EFTA and Non-EU/EFTA countries must apply for a residence permit "L" for educational purposes. All students must register to the town population office (Puntocittà) within 8 days of arrival in Switzerland. The International Relations Service will assist exchange students with the procedure.

#### **Health insurance**

All Swiss residents, including foreign students holding a residence permit valid for more than three months, are obliged by law to be insured with a recognised Swiss health insurance company, providing basic coverage when in need of medical care in case of illness or accident. Foreign students living in Switzerland may be exempted from this obligation if they can prove they are covered by an equivalent insurance in their home country. To ask for exemption, the student must make an official request using the appropriate form.

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[www.desk.usi.ch/en/health-insurance-students](http://www.desk.usi.ch/en/health-insurance-students)

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- Students coming from EU/EFTA countries who have a Health Insurance Card.
- Students with private insurance in EU/EFTA countries who can prove that it complies with Swiss standards, i.e. that it is unlimited.
- Students from Non-EU/EFTA countries who can prove that such insurance complies with Swiss standards, i.e. that it is unlimited.

The International Relations Service staff will assist exchange students with the procedure.

In order to provide students not eligible for exemption with an appropriate coverage at a more affordable price, USI has negotiated with Groupe Mutuel an extremely convenient collective insurance policy named "Academic Care".

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[www.desk.usi.ch/en/academic-care](http://www.desk.usi.ch/en/academic-care)

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#### **Housing**

Students are responsible for securing their own accommodation. USI operates the USIHOME housing, 500 m away from the University Campus, which is mainly reserved for exchange students and is located in Via Lambertenghi 1, 6900 Lugano - a 5-min walk from USI. The 3-storey building has 24 double and 12 single rooms for a total of 60 beds; each floor is equipped with 2 kitchens and 2 laundry rooms. The laundry room has a washing machine and a dryer. The double room is a room shared by two same-gender students. Common areas can be shared by a maximum of 10 people.

USIHOME has Wi-Fi access available with Eduroam with USI student access codes.

There is no parking space, neither for motor vehicles nor for bicycles.

More information, rates and payment options available at:

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[www.desk.usi.ch/en/usi-home](http://www.desk.usi.ch/en/usi-home)

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If interested, students must send an e-mail to

- [usihome@usi.ch](mailto:usihome@usi.ch) with the following information:
- preference for the single or double room;
- length of the rent.

Application will be processed in the order of receipt. Further information on housing is available on:

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[www.usi.ch/en/housing](http://www.usi.ch/en/housing)

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#### **Sport Service USI/SUPSI**

The Service for Sport and Leisure promotes joint sporting activities between the Università della Svizzera italiana and the University of Applied Sciences of Southern Switzerland (SUPSI) and coordinates local members' participation in national and international university sports events.

The Service organises regular sports activities, free or at preferred rates.

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[www.sport.usi.ch](http://www.sport.usi.ch)

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#### **Living costs**

The minimum cost of living for a student is approximately CHF 1500/month (EUR 1300).

